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Employee Council

MINUTES
SPECIAL MEETING
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
ROOM 143
BOUILLON HALL

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JANUARY 21, 1983
7:00 P.M.

The special meeting of the Board of Trustees was called to order by Chairman Sterling Munro at approximately 7:00 P.M. in the Board of Trustees' Room, Bouillon Hall 143, on the campus of Central Washington University in Ellensburg, Washington.

ROLL CALL

Present

Mr. Sterling Munro, Chairman
Mr. James S. Hogan, Vice-Chairman
Mr. Robert A. Case, II
Mrs. Susan E. Gould
Dr. Harold L. Tracy

Others

Dr. Donald L. Garrity, President
Dr. Edward J. Harrington, Vice President for Academic Affairs
Mr. Courtney S. Jones, Vice President for Business & Financial Affairs
Dr. Donald E. Guy, Dean of Students

Chairman Munro recognized the fact that we have two new Board members present at this meeting and introduced former State Senator Susan E. Gould and Dr. Harold L. Tracy to the audience. The Chairman expressed his delight that the new members are people with such distinguished backgrounds and with demonstrated interest in education. Mr. Munro welcomed Mrs. Gould and Dr. Tracy and stated that Central's Board needs what they can contribute to its work.

APPROVAL OF MINUTES

The minutes of the regular meeting of the Board of Trustees held November 19, 1982 were approved as amended.

CHANGES TO THE AGENDA

President Garrity requested that the Reports section of the agenda be changed to include a report from the President at the start. The Board agreed and the change was accepted.

REPORTS

President's Report

President Garrity reported that at the close of last year, the Governor announced that the revenue estimates indicated the state would have a

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revenue shortfall. There is a difference of opinion as to the magnitude of the deficit, but it is clear some kind of adjustment will have to be made. The Governor issued an Executive Order to all State agencies that are responsible to him indicating that if some adjustment is not made, we are subject to a reduction of 2.2% for the biennium or 4.4% for this year. Central was given a figure of \$1,077,000 initially and was requested to submit a plan as to what such a cut might mean to the University. This we have done and following is the report.

At the beginning of the biennium, slightly less than 80% of the CWU budget was committed to salaries and wages and the remainder to non-personnel matters. As we have gone through the series of budget reductions, we first cut the non-personnel parts of the budget. We have indicated to OFM that should it become necessary for reductions to be made at the present time, there is no way to avoid reductions in personnel areas as we have no discretion over the utilities portion of the budget, and we cannot identify non-personnel areas sufficient to meet the cut. Termination of not less than 140 positions of the University, Civil Service, Administrative and Faculty, would be necessary for the remaining three-month period in this fiscal year. We would have to cancel classes which would lead to a decrease in student enrollment by 1,200 FTE students. We have indicated to OFM that in the collective judgment of the six 4-year institutions, that because of the time frames involved in personnel actions, such terminations could not be accomplished short of legislative action.

President Garrity hastened to point out that the Governor has indicated that this alternative is unacceptable. The president believes that the Legislature will respond by passing a supplemental budget which will render this matter moot and that another series of budget cuts is not anticipated at this time.

Discussion of the budget continued, touching on areas of enrollment, salaries, formula and non-formula items. Responding to a question from the Chairman, President Garrity detailed concerns centered in the Student Services area. He spoke of measures that have been taken to deal with reductions in all divisions of Student Services and reported that in the final analysis of the budget, the picture might change.

Chairman Munro asked what impact the economic circumstances in the Tri-Cities might have on Central's commitment there. Dr. Garrity replied that our evaluation of that situation indicates that our enrollments will not be reduced over the current level over the next two to three years. The need continues. In the Governor's Budget, there is a special proposal to support our technology programs in the Tri-Cities.

President Garrity also reported to the Board that the proposed six-year plan from the Council for Postsecondary Education discussed with the Board in its meeting of November 19, 1982 has been modified. Included in the modification were all the sections in which the Board had expressed concern.

He related to the Board some of the concerns of the Council of Presidents regarding the updated plan and said that a copy of the plan will be sent on to each Board member as soon as it is available.

Resignations regarding faculty

The following resignations of faculty were reported:

Tom J. Parry, Assistant Professor of Physical Education, resignation as Head Football Coach effective December 31, 1982

Peter L. Stark, Instructor of Librarianship, resignation effective January 21, 1983

Termination of Adjunct Appointments

Termination of the following adjunct appointments, effective fifteen days from the date notified, was reported:

Joseph N. Barnes, Adjunct Assistant Professor of Sociology
 John S. Biggs, Adjunct Instructor of Political Science
 David P. Blodgett, Adjunct Lecturer of Ethnic Studies
 Rodney E. Converse, Adjunct Assistant Professor of Sociology
 Helen L. Danton, Adjunct Lecturer of Communication
 Alfred H. Diaz, Adjunct Assistant Professor of Foreign Languages
 Miguel S. Esquivel, Adjunct Lecturer of Ethnic Studies
 Charles (Chuck) E. Forster, Adjunct Instructor of Sociology
 Robert W. Gardner, Adjunct Assistant Professor of Sociology
 Jeffrey S. Guilmette, Adjunct Instructor of Political Science
 Mark D. Howland, Adjunct Instructor of Geology
 Gary L. Isham, Adjunct Assistant Professor of Mathematics
 Russell W. Jennings, Adjunct Assistant Professor of Communication
 H. Terry Kriesel, Adjunct Assistant Professor of Psychology
 Andrew T. Lake, Adjunct Lecturer of Foreign Languages
 Steven H. Lansing, Adjunct Instructor of Political Science
 Virginia B. Martin, Adjunct Lecturer of Ethnic Studies
 David A. McCourt, Adjunct Instructor of Law and Justice
 Howard H. Morishige, Adjunct Assistant Professor of Psychology
 Ralph W. Murphy, Adjunct Instructor of Political Science
 Theodore n/m Parks, Adjunct Assistant Professor of Communication
 Rodolfo S. Pinon, Adjunct Assistant Professor of Foreign Languages
 Gerald A. Priori, Adjunct Assistant Professor of History
 Dennis L. Rockwood, Adjunct Instructor of Sociology
 Neal J. Shulman, Adjunct Assistant Professor of Law and Justice
 James A. Skeel, Adjunct Assistant Professor of Law and Justice
 Robert E. Stern, Adjunct Assistant Professor of Political Science
 Leonard K. Stiles, Adjunct Instructor of Law and Justice
 Alan B. Taylor, Adjunct Assistant Professor of Mass Media
 Jerry R. Van Hamme, Adjunct Instructor of Political Science
 Gregory B. Walters, Adjunct Assistant Professor of Sociology

President Garrity told the Board that termination of these appointments simply means that we cannot use the skills of those listed. They have served us well.

Change in Assignment

The assigned joint appointment of Thomas H. Thelen, Professor of Biology, as Professor of Biological Sciences and Computer Sciences was reported to the Board.

Department Chair Appointments (subject to provisions of the Faculty Code, Section 3.03)

The following department chair appointments were reported:

John G. Gregor, Professor of Physical Education, appointment as Chairperson of the Department of Physical Education, Health and Leisure Services effective January 1, 1983 through June 30, 1983.

John G. Utzinger, Associate Professor of Philosophy, appointed Acting Chairperson of the Department of Philosophy effective winter quarter, 1983, only.

Visiting Professor/Japan

It was reported to the Board that Professor Masami Makigawa, Chairman, Faculty of Western Language and Letters, Department of English, Shimane University, Matsue, Japan will be Central's Visiting Professor, effective Spring and Summer Quarters, 1983, March 30 to August 19, 1983. He will be offering two Japanese language courses and a Japanese culture course.

President Garrity spoke of his delight that our sister-university relationship with Shimane University continues to bear fruit stating that this is just one example of what such a relationship can bring.

Administrative Exempt Resignation

Dr. Donald E. Guy, Dean of Students, reported the resignation of Ms. Susan Hill from her position as Family Health Practitioner in the Student Health Center effective the end of Winter Quarter, 1983. He stated that Ms. Hill has been a very dedicated professional staff member and that he accepted her resignation with regret. Mr. Hogan asked that Dr. Guy send a letter to Ms. Hill expressing Central's very best wishes.

Administrative Exempt Appointments

The appointment of Ms. Sandra Prentice as Family Nurse Practitioner in the Student Health Center was reported by Dr. Guy as effective January 17, 1983 through August 31, 1983.

President Garrity reported the appointment of Cynthia H. Bush to the position of Assistant Director of Continuing Education effective January 1, 1983 through August 31, 1983.

Faculty Appointments - temporary and part-time

The following temporary and part-time faculty appointments were reported to the Board:

Herbert A. Bird, Emeritus Professor of Music, part-time winter and spring quarter, 1983, only

Carolyn E. Booth, Instructor in Paramedic Program, part-time winter and spring quarter, 1983, only

A. Bert Christianson, Emeritus Professor of Music, part-time spring quarter, 1983, only

Daniel E. Dameron, Acting Instructor of Technology and Industrial Education, part-time winter quarter, 1983, only

Catherine M. Devney, Acting Instructor of Health Education, part-time winter quarter, 1983, only

Vera M. Dudley, Acting Instructor of Business Education, winter quarter, 1983, only

Kathryn C. Ellingson, Instructor of Aerobic Dance, part-time winter quarter, 1983, only

George H. Fadenrecht, Emeritus Professor of Librarianship, part-time winter quarter, 1983, only

B. Joan Green, Instructor in Home Economics, winter and spring quarter, 1983, only

Everett A. Irish, Emeritus--Physical Education, Head Tennis Coach, effective March-June, 1983, only

Mary C. James, Acting Instructor of English, part-time winter and spring quarters, 1983, only

James D. Jansen, Acting Instructor of Technology and Industrial Education, part-time winter quarter, 1983, only

Lynn M. Jenison, Instructor of Business Education, part-time winter quarter, 1983, only

Margaret M. Johnson, Acting Instructor of Education, part-time winter quarter, 1983, only

Martin R. Kaatz, Emeritus Professor of Geography, part-time winter quarter, 1983, only

A. Ann Lovell, Coordinator, Fort Steilacoom Leisure Services Program, winter quarter, 1983, only

Mary F. Minor, Acting Instructor of Business Education, part-time winter quarter, 1983, only

Mark E. Nedrow, Acting Instructor of Flight Technology, part-time winter quarter, 1983, only

Beatrice A. Ness, Assistant Professor of French, effective January 3, 1983 to June 13, 1983, only

Susan J. O'Conner, Acting Instructor of Physical Education, part-time winter quarter, 1983, only

John E. Powell, Acting Instructor of Geology, effective winter quarter, 1983, only

Howard B. Robinson, Emeritus Professor of Psychology, part-time winter quarter, 1983, only

Christie Brown Satnik, Acting Instructor of Physical Education, Health and Leisure Services, part-time winter quarter, 1983, only

Helen G. Smith, Acting Instructor of English, part-time winter and spring quarters, 1983, only

Pamela M. Thomas, Acting Instructor of Physical Education, Health and Leisure Services, part-time winter quarter, 1983, only

Susanne P. Villar, Assistant Professor of Librarianship, effective January 16, 1983 through July 16, 1983

Gary A. Wallace, Acting Instructor of Communication, part-time spring quarter, 1983, only

Appointment of Head Football Coach

President Garrity reported the appointment of Michael L. Dunbar as Head Football Coach, effective January 1 through June 30, 1983. Mr. Dunbar will also continue as head baseball coach through this year.

Program Presentation

Dr. Edward Harrington, Vice President for Academic Affairs, introduced Dr. Joel Andress, Associate Professor of Geography, and Dr. John Ressler, Professor of Geography and Chairman, Department of Geography and Land Studies. Dr. Andress gave a presentation on the Cartography program at Central stating that this area of study gives the participants, both students and faculty, and a great deal of personal satisfaction.

Cartography is the science and art of making maps and using maps, and the history of maps. Here at Central we feel it is done well and it is very popular with the students. Dr. Andress outlined the background

of the program and how it has grown through the years. The course is required of students having a Geography major, and even though the students work very hard, they seem to derive satisfaction from the effort. Some of the maps are put into print and published. The basic thrust of the program is to train the students in the theory and principles of mapmaking, map using and map interpretation. They need to have a thorough understanding of what comprises good design and basic concepts of scale and perspective. The emphasis is on practical experience.

Graduates usually find employment in land planning, resource management, etc. where they have to use, and often make, maps.

Dr. Andress went on to say that the department makes an effort to respond to the needs of individuals and organizations beyond the campus believing it important not only for the community, but to confront cartographic problems in the real world. In 1974, Dr. Ressler supervised a Yakima River Basin Resources Atlas project. Each map contained in the atlas shows something different; one indicates population, another the irrigation canals, another the land ownership, etc. Also Dr. Ressler supervised the making of an atlas consisting of a set of 33 maps which were provided to emergency vehicle dispatchers in this area enabling them to direct by radio such vehicles to identified water sources.

Other map projects undertaken by the Cartography program were described by Dr. Andress. In response to a question from the Chairman, Dr. Andress told of some of the problems encountered by the program such as cramped facilities, lack of plumbing and storage space. However, the department does the best it can with what it has, though lack of public service funds curtails much activity in that regard.

Members of the Board expressed thanks and appreciation for the presentation and the program.

COMMUNICATIONS

There were no communications to be acknowledged at this time.

OLD BUSINESS

No previous business was pending for consideration at this meeting.

NEW BUSINESS

Final acceptance of the asbestos removal project in Nicholson Pavilion and the mechanical room of Bouillon Hall

Courtney Jones stated that this project is a part of Central Washington University's program for asbestos control in accordance with OSHA/EPA regulations. He explained that the Bouillon portion of the project represents only the removal of the asbestos in the mechanical room and that the building will have to be vacated this summer in order to finish the encapsulation project.

MOTION NO. 5654: Mr. Hogan moved, seconded by Mr. Case, that the Board accept as completed the asbestos removal as performed by Vertecs Corporation, Kirkland, Washington for the contract sum of \$105,411 not including Washington State sales tax. Motion carried.

Acceptance of the construction work to expand electrical primary distribution system

MOTION NO. 5655: Mr. Case moved, seconded by Mr. Hogan, to accept the construction work to expand the electrical primary distribution system as complete from Maxwell's Electric, Inc., Spokane, Washington for the amount of \$103,588.88, not including Washington State sales tax. Motion carried.

Transfer of Retirement Credits from TIAA/CREF to WSTRS

Courtney Jones explained the background of the transfer of individuals from one retirement system to another to familiarize the new Board members with the situation.

MOTION NO. 5656: Mr. Case moved, seconded by Mrs. Gould, that the University approve the request of each of the following individuals, James Brooks, Sherrie A. Chrysler, George C. Grossman, William F. Lacey, Glenn A. Madson, Connie Roberts, and Sam Rust, Jr., to transfer his/her membership in the CWU Retirement System to the Washington State Teachers' Retirement System (WSTRS): provided that the WSTRS permit the return to active membership and the restoration of service credit in that system; that the Teachers' Insurance and Annuity Association and College Retirement Equities Fund (TIAA/CREF) cancel and rescind the annuity contract(s) issued under the CWU Retirement System and release the accrued retirement funds; and that the individual requesting the transfer relinquish any right to any refund of the amounts in the contract(s) attributable to employer contributions (which includes any earnings related thereto) and to all claims to retirement benefits, including the supplemental retirement benefit, under the CWU Retirement System, and that he execute a release of liability in the form previously approved (copy available in the Benefits office); further, that the Vice President for Business & Financial Affairs be authorized to execute, for and on behalf of the University, each individual's "Request for Cancellation, Rescission and Release" to TIAA/CREF in the form previously approved (copy available in the Benefits office). Motion carried.

Faculty Retirement Requests

The request of Howard B. Scott, Professor of Psychology, for retirement effective December 31, 1982 was presented to the Board. Dr. Burton Williams told the Board of the accomplishments of Dr. Scott over his 15 years of service at Central and spoke of him as a "kind, gracious, caring person," as well as a tried and trusted teacher.

MOTION NO. 5657: Mr. Case moved, seconded by Mr. Hogan, that the request for retirement from Howard B. Scott, Professor of Psychology, effective December 31, 1982, be approved and that he be granted the status of Emeritus Professor of Psychology. Motion carried.

In the ensuing discussion, the Board recognized the granting of such leaves as a commendation on the part of the departments involved as the remaining members will be picking up the extra load created by the leave of the colleague.

Motion carried.

Retraining Leave Request

President Garrity presented the background to the request for retraining leave for Tom Jones Parry, Assistant Professor of Physical Education.

MOTION NO. 5661: Mr. Hogan moved, seconded by Dr. Tracy, to approve a retraining leave effective January 1, 1983 to December 31, 1983 (three quarters), at 100% of salary for Tom Jones Parry, Assistant Professor of Physical Education. Motion carried.

Faculty Professional Growth

President Garrity explained to the Board that two names had inadvertently been omitted from the list considered by them at the last meeting and that it is recommended these two faculty members receive the professional growth step.

MOTION NO. 5662: Mrs. Gould moved, seconded by Mr. Hogan, that the professional growth recommendation be approved for the following faculty:

Joseph H. Schomer, Associate Professor of Education
Dan A. Unruh, Professor of Education

Motion carried.

Capital Budget

President Garrity explained to the Board that at the time the Capital Budget was presented to and acted upon by the Board members, Central had no way of anticipating a sequence of events that has subsequently transpired relative to space on campus. In the budget approved was an item for minor modification to the Hogue Technology Building. Since then the electronic engineering technology program is moving forward, as well as the computer science and the nuclear and mechanical engineering technology programs. All of this presents a need for funds and for equipment.

In discussions with the Office of Financial Management and the Governor, they were found to be interested in and supportive of these programs. As a result of the foregoing, the recommendation is presented to the Board that it approve the administration's proposal to request through the Legislature a capital amount in the sum of \$946,500 as monies to renovate space in the Hebel Building to accommodate these programs of technology and to provide equipment so that the University can move forward toward implementation. The intent is to retain the architectural integrity of the Hebel building, but to make the following modifications: 1) install an elevator to provide access for the handicapped, 2) make plumbing modifications, and 3) modify the electrical system. The request would replace the original request to modify the Hogue Technology Building.

Discussion ensued regarding the continuing request in Central's Capital priority list concerning the need to improve the Pavilion facilities to serve its expanded clientele. At the present time, indications are that no funds will be identified in the budget for any institution for such activities. The main thrust is in the area of high technology.

MOTION NO. 5663: Mr. Hogan moved, seconded by Dr. Tracy, that the Board approve the recommendation of the administration now to request monies for the renovation of space as described and to purchase the initial equipment for technology programs to the sum of \$946,500.00, and that the request for modification of the Hogue Technology Building be dropped. Motion carried.

Resolution 83-1

MOTION NO. 5664: Mr. Hogan read the following resolution and moved for adoption:

RESOLUTION NO. 83-1

WHEREAS Mrs. Linda J. Clifton has unerringly insisted on quality in education and administration at this university during her membership on the Board of Trustees since January 27, 1977, and

WHEREAS Mrs. Clifton's leadership has been valuable and consistent during her three terms as Board of Trustees Chair from April 8, 1977, to June 30, 1980, and

WHEREAS Mrs. Clifton directed her attention to those critical details that make the difference between "good" and "best" in education, and

WHEREAS Mrs. Clifton's reactions were candid and honest regarding realities and practices and her direction was creative and well-considered in solving problems and improving our instruction and administration,

NOW THEREFORE BE IT RESOLVED that this Board of Trustees, speaking for the Central Washington University community, thanks Mrs. Linda J. Clifton for her five years and eleven months' distinguished leadership on the Central Washington University Board of Trustees.

PASSED and signed this 21st day of January, 1983.

Mr. Case seconded the motion and it passed unanimously.

Resolution 83-2

MOTION NO. 5665: Mr. Case read the following resolution and moved for adoption:

RESOLUTION NO. 83-2

WHEREAS Mr. Thomas S. Galbraith has willingly invested his time, business acumen and professional expertise in the effective administration of this university, since January 27, 1977, and

WHEREAS Mr. Galbraith willingly accepted the responsibilities of leadership, research and decision making during his terms as Board Vice Chairman from April 8, 1977, until June 30, 1980, and during his term as Board Chairman from July 1, 1980, until June 30, 1981, and

WHEREAS Mr. Galbraith was open in sharing his perceptions of our successes or failures to achieve our mission, and

WHEREAS Mr. Galbraith carefully analyzed problems encountered and planned for a stronger university tomorrow,

NOW THEREFORE BE IT RESOLVED that this Board of Trustees, speaking for the Central Washington University community, thanks Mr. Thomas S. Galbraith for his five years and eleven months' distinguished leadership on the Central Washington University Board of Trustees.

PASSED and signed this 21st day of January, 1983.

Motion seconded by Mr. Hogan and passed unanimously.

President Garrity requested a short executive session so that the Board could receive a brief personnel report and asked that Courtney Jones, Vice President for Business and Financial Affairs and Owen F. Clarke, Jr., Assistant Attorney General accompany him to the session.

The Chair voiced no objection.

EXECUTIVE SESSION

Chairman Munro called for an executive session at approximately 9:26 p.m.

RECONVENED

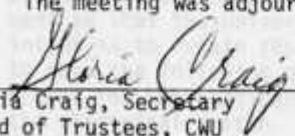
The meeting reconvened in open session at approximately 9:35 p.m.

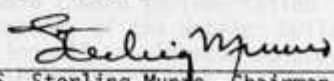
NEXT MEETING

The next regular meeting of the Board of Trustees is scheduled for March 4, 1983 at 7:00 p.m. in Room 143 of Bouillon Hall.

ADJOURNMENT

The meeting was adjourned at approximately 9:36 p.m.


Gloria Craig, Secretary
Board of Trustees, CWU


S. Sterling Munro, Chairman
Board of Trustees, CWU